



LATIN AMERICAN WOMEN'S AID – LAWA JOB DESCRIPTION

Position	Children and Young People (CYP) emotional and wellbeing worker
Line Manager	Refuge Manager
Benefits	38 days holidays (pro rata) that includes 25 annual leave, your birthday, bank holidays, and the time between Christmas and New Year's. Availability of flexible working hours upon agreement A Perkbox account – giving you instant 24/7 access to more than 250 perks, including shopping discounts, online GP appointments, mental health support line and much more.
Salary	£33,368 FTE
Time allocation	21 hours
Location	LAWA's Refuges across London (this role is not eligible for hybrid work)

Job Purpose

Latin American Women's Aid is a community-based women organisation supporting Latin American and other Black and Minoritised women and children survivors of different forms of gender-based violence, mainly Domestic Violence. This role will be providing high quality emotional and wellbeing support to children and young people survivors of gender-based violence and their mothers within LAWA's refuges.

The job is NOT to provide counselling, as the job entails practical support & advocacy for children. However, we are expecting someone who is compassionate, with well-developed therapeutic skills and a good listener. The role is to effectively explore childhood feelings, and work towards building resilience and support C&YP in their journey to overcome their traumatic experiences.

Main Duties and Responsibilities

- To conduct assessments with children and families in order to develop tailored individual support plans for children and moms (action plan and review of the action plan).
- To emotionally support children and help them understand what a refuge is and the rules of living in a shared accommodation.

- To carry out key work/group sessions on a weekly basis and keep casework records up to date in accordance with Refuge's requirements using LAWA's database system.
- To provide one to one sessions with children & mums as well as groups sessions with other children in the refuge.
- To support women to rebuild their confidence as mums and provide positive discipline and healthy boundaries to their children.
- To provide emotional and wellbeing support to children and mothers (within the family dynamics).
- To refer women to specialist agencies where appropriate as part of their support plan. Liaise, arrange appointments, and accompany them to appointments if appropriate.
- To communicate immediately with the line manager any breaches of security, house rules or licence agreements especially where there is concern about safety.
- To ensure that all women and children access a quality service in accordance with Refuge's equal opportunities policy.
- To ensure that any issues in relation to Child Protection matters are brought to the immediate attention of the line manager, or if unavailable another project manager.
- To control access to the refuge when on duty and remind residents to keep building secure when staff are not present. To check daily and ensure efficient working of any entry system and effective operation of any security television systems.
- To work within the confines of confidentiality and ensure that professional boundaries are always maintained when working with residents, staff and external bodies and to work within Refuge's Code of Conduct.
- To ensure that security of sensitive information is maintained.
- To work within and implement all Refuge's policies and procedures, especially those on Individual Support, User Involvement, Health and Safety, Equal Opportunities, Confidentiality and Security.
- Handling with complaints from residents, following LAWA's complaints policy and procedure, and inform manager immediately.

Other duties

- To participate in the on-call rota to ensure effective out of hour's coverage of the service.
- To liaise with the refuge team to ensure the properties are health and safety compliant.
- To attend refuge staff meetings and staff meetings when required.
- To attend any meetings or training either internal or external as requested by the line manager and to attend regular supervision sessions.
- To keep up to date with literature on domestic violence as well as the effects of domestic violence e.g. through reading and training events.

- To attend the A.G.M. and contribute to the Annual Report or any other report linked to the service provided.
- To record appointments and meetings in the shared office diary on a regular basis.
- To attend supervision and appraisal meetings with the Line manager.
- Any reasonable duties which may be required in pursuance of LAWA's objectives

Flexibility Clause: From time to time, the post holder will be required to undertake duties that are consistent with the work of LAWA. The post holder must be flexible and be able and willing to take on such duties, which are not significantly out with the scope and the nature of the role.

Conditions: All positions at LAWA are subject to the availability of funding. This position is offered on a one-year fixed-term contract and includes a three-month probationary period.

Person Specification

Experience & Knowledge	Requirement
Have a social work or psychologist background	Desirable
Have knowledge of trauma-informed practice as it relates to children	Essential
At least 2 years' experience in a similar role	Desirable
Have experience working with children	
Have experience working with survivors of gender-based violence	Desirable
Being familiarised with the needs of minoritised communities in the UK.	Essential
Being able to work independently, flexible and have a proactive attitude.	Essential
Strong initiative and good judgement	Essential
Ability to maintain confidentiality and act with sensitivity	Essential
Recognizing that children's mothers will also be trauma survivors, their involvement in their child's therapy can be challenging and requires a sensitive, supportive approach.	Essential
Effective organisation skills, attention to detail	Essential
Ability to work under pressure and in difficult situations	Essential
Good verbal and written communication skills in English and Spanish or Portuguese/ interpersonal skills	Essential
Able to work collaboratively with other staff members.	Essential
Excellent IT skills including working knowledge of Microsoft Office applications, business information systems.	Essential
Self-motivated and resourceful	Essential
A commitment to LAWA's mission, vision and values	Essential

LAWA aims to be an Equal Opportunities employer. In light of the nature of work and focus of LAWLA, the organisation considers the candidate's race and gender, to be an occupational requirement in accordance with Parag. 1, Schedule 9, of the Equality Act 2010.

This post is open only to Latin American and other Black and Ethnic Minoritised Women. We encourage applications from Black Latin American women as well as LGBTQ+ women.

Please note that this position does not qualify for work permit or visa sponsorship. No agencies.

To apply please send your CV and a cover letter to recruitment@lawadv.org.uk. In the email subject, please indicate the post you are applying to. **Deadline: 11th May 2025** – **We reserve the right to close earlier if the right candidate.**